



Examining Board of Psychology Meeting Minutes

November 18, 2022

Virtual Meeting via Microsoft Teams

Board members present:	Florence Katz Burstein, Public Member, Chair Leslie Cohn, Ph.D. Phillip Hawley, Psy.D. Cedar O'Donnell, Ph.D. Elena Lopez, Psy.D. Ruth Varkovitzky, Ph.D., ABPP, Vice Chair Michelle Brandon, Ph.D. Jan Bleakney, Public Member
Board members absent:	None
Staff members present:	Shawna Fox, Director, Office of Health Professions Nancy Delgado, Program Manager Karen Gohlsen, Program Support Lilia Lopez, Assistant Attorney General Bill Kellington, Supervising Staff Attorney Melody Casiano, Policy Analyst Rachel Campbell, Financial Analyst
Guests:	Marcus Bailey, DOH HELMS Project Manager

On November 18, 2022, the Examining Board of Psychology met online via Microsoft Teams. Notice of the meeting was published on the Examining Board of Psychology [profession website](#) and was sent out through the GovDelivery listserv.

Open Session:

1. Opening of Public Meeting – Florence Katz Burstein, Public Member, Chair

- 1.1. Call to Order: The chair called the meeting to order at 9:02 a.m. followed by introductions of board members, department staff, and the Assistant Attorney General.
- 1.2. Approval of the Agenda: It was noted that the agenda was showing the wrong date for the meeting minutes and should read “September 30, 2022”. *Motion to approve the agenda as amended, seconded, vote 8-0.*
- 1.3. Approval of September 30, 2022 Regular Meeting Minutes: *Motion to approve the minutes, seconded, vote 8-0.*

2. Public Comment – Ruth Varkovitzky, Ph.D., ABPP, Vice Chair

- 2.1. Vice Chair Ruth Varkovitzky read aloud the public comment statement:
“Thank you for taking the time to be with us today. We are eager to hear from you. We typically provide notice to our constituents and other interested parties before taking action on any topic, so we seldom take action on topics unexpectedly raised by the public or others if not on the agenda. While individual board members may ask questions or make comments about your presentation, please be aware that individual board members do not represent the board as a whole and that the subject of your comment may not be acted upon today or in the near future. We will include your comments in our meeting minutes for possible review if the matter you raise is brought up for formal discussion and/or a vote at a subsequent board meeting.”
- 2.2. Samantha Slaughter, Psy.D. from the Washington State Psychological Association (WSPA) had multiple comments/questions for the board.
 - WSPA had petitioned the board earlier this year to make specific changes to the disciplinary process and that petition was denied, but the board and DOH said they would look into ways to streamline the process. Is that still on the board’s radar?
 - There are two lists for substantial equivalency on the DOH psychologist website that are different and asked for clarification from the board.
 - There is ambiguity when it comes to the rulemaking process in terms of standards required for licensure and asked for clarification from the board.
 - A policy statement will be filed by DOH that extends the deadline for the allowance of virtual training and supervision. Will the board be making that permanent in rule?

3. HELMS Presentation – Marcus Bailey, HELMS Project Manager

- 3.1. Marcus Bailey provided an overview of the Healthcare Enforcement and Licensing Management System, which will be replacing the current licensing software (ILRS) in 2023.

4. Management Reports - Nancy Delgado, Program Manager

- 4.1. Budget – The board reviewed the budget numbers for June 2022. The current fund balance was \$712,019 (a decrease of approximately \$200,000 from the beginning of the biennium).
- 4.2. Credentialing Report – The board reviewed the current credentialing statistics as of June 2022. There were currently 3,424 active psychology licenses (382 pending applications) and 254 active temporary permits (81 pending applications).
- 4.3. Program Update – Program Manager Nancy Delgado provided an update to the board regarding the following items:
 - Weekly legislative calls – Board members Phillip Hawley, Psy.D. (primary) and Cedar O’Donnell, Ph.D. (backup) volunteered to represent the board to attend weekly legislative update calls for the duration of the 2023 legislative session. The calls will occur on Wednesdays from 8:30-9 a.m. beginning the second week of January. The Drs. Hawley and O’Donnell will report back to the board on any legislation that may be of interest to the psychology profession.
 - Interview panel for pro tem candidates – There was a motion to approve Florence Katz Burstein, Public Member, and Cedar O’Donnell, Ph.D. to represent the board on the interview panel, seconded, vote 8-0.
 - Non-routine application statistics – Starting in 2023, management reports to the board will include basic statistics regarding the status of non-routine licensure applications.
 - Continuing education waivers and extensions FAQ – Revised language was presented to the board along with two templates that would be hyperlinked to the FAQ to streamline the waiver and extension process. AAG Lilia Lopez suggested revisions to the FAQ language. *Motion to approve the amended revision, seconded, vote 8-0.*
 - Revised CR-101 – The document was revised to include telehealth, the application process, and other necessary changes in preparation of revising [Chapter 246-924 WAC](#). *Motion to approve the revised document, seconded, vote 8-0.* The revised document will be filed with the Office of the Code Reviser.
- 4.4. Policy Analyst Update – Policy Analyst Melody Casiano provided an update on policy statements that were discussed at the previous board meeting (September 30, 2022). The old policy statements that are no longer relevant have been withdrawn and the policy statement that extends the due date for virtual training and supervision to the end of August 2023 should be filed in a couple of weeks. Also, the CR-101 to implement health equity continuing education has been filed.

5. ESSB 5229 Update – Nancy Delgado, Program Manager

- 5.1. [ESSB 5229](#) requires all professions that require continuing education (CE) to include an equity training as part of CE requirements starting January 1, 2024. Now that the Department of Health has updated its rules regarding continuing education consistent with the new law, the board considered whether they wanted to accept the minimum requirements of two hours every four years or amend the requirements provided they

meet the minimum. The board opted for two hours of health equity training every three years within the total 60 hours of required CE and separate from ethics training. *Motion to approve, seconded, vote 8-0.*

6. Lists & Labels Requests - Florence Katz Burstein, Public Member, Chair

6.1. There were no requests for lists and labels.

7. CE Indefinite Waiver and Extension Requests - Florence Katz Burstein, Public Member, Chair

7.1. The board was asked to consider the following requests for continuing education extensions or indefinite waivers:

- #1 Request for extension: *Motion to approve a six-month extension from their current CE due date, seconded, vote 8-0.*
- #2 Request for an indefinite waiver: The board would like more clarification from the licensee. *Motion to deny request as it is stated, seconded, vote 8-0.*

8. Licensure Rules Draft (Supervision Hours) – Nancy Delgado, Program Manager

8.1. The board was asked to review and suggest revisions to draft language regarding supervision hours. A new draft will be presented at the next meeting based on the feedback from the board.

9. Recap of ASPPB 2022 Annual Meeting – Ruth Varkovitzky, Vice Chair

9.1. The board was briefed on the main takeaways from the meeting that was held October 26-30, 2022 in National Harbor, MD., including a new guidebook for non-APA education requirements, combining the EPPP and EPPP2, and telehealth.

10. Future Meeting Format – Nancy Delgado, Program Manager

10.1. The board discussed the logistics of holding hybrid meetings beginning in 2023.

11. Meeting Format for Subcommittee Meetings – Florence Katz Burstein, Chair

11.1. The board decided to table the decision until there is more understanding of the logistics regarding hybrid meetings.

12. Board Training & Retreat - Florence Katz Burstein, Public Member, Chair

12.1. The board tabled this item until new members have been appointed by the governor.

13. Subcommittee Work & Reports – Florence Katz Burstein, Public Member, Chair

13.1. Subcommittee membership - Updating subcommittee membership was tabled until new board members have been appointed (there are currently four pending appointments with the governor's office).

- 13.2. Communications Subcommittee – A draft newsletter was presented to the board for comment and approval. Motion to approve the draft, seconded, vote 8-0.
- 13.3. Diversity Workgroup – The workgroup had nothing to report.
- 13.4. Applications Subcommittee – The subcommittee continues to work on draft licensure rules based on the public comment they have received.
- 13.5. Rules Subcommittee – Membership to be determined once new members are appointed.
- 13.6. Continuing Education Subcommittee - Membership to be determined once new members are appointed.

14. Future Agenda Items – Florence Katz Burstein, Public Member, Chair

- Board leadership elections (January 2023 meeting)
- Subcommittee appointments (pending the appointment of new board members)
- Application Subcommittee report (ongoing)
- DEI workgroup update (ongoing)
- Retreat and training for new and existing board members (pending new appointments)
- Ethics training CE (ongoing)
- Technology guidance (HIPAA compliance, recordkeeping, etc.)
- Full administrative rules review
- EBOP-DOH operating agreement update

15. Meeting Adjourned

The meeting adjourned at 2:32 p.m.

Submitted by:

Nancy Delgado, Program Manager
Examining Board of Psychology

Signature on file

SIGNATURE

DATE

Approved by:

Florence Katz Burstein, Chair
Examining Board of Psychology

Signature on file

SIGNATURE

DATE